



13th Annual Small Business Round Table
May 4, 2010
Agenda



7:30 a.m. – 8:00 a.m.	Registration Check-in & Refreshments
8:00 a.m. – 8:05 a.m.	Opening Remarks & Introductions Martin Ramirez, Manager JPL Business Opportunities Office & Supplier Diversity Program
8:05 a.m. – 8:10 a.m.	Welcoming Remarks General Eugene Tattini, Deputy Director JPL
8:10 a.m. – 8:15 a.m.	JPL Acquisition Division Management
8:15 a.m. – 8:20 a.m.	Erica Ramirez, Senior International Trade Specialist U.S. Commercial Service- Department of Commerce
8:20 a.m. – 8:30 a.m.	Small Business Testimonial/Q&A This presentation will feature a successful small business subcontractor. Topics to be covered will include effective marketing techniques, building on past performance and managing subcontract.
8:30 a.m. – 9:05 a.m.	JPL Project Acquisition Management Panel/Q&A This panel will discuss how JPL receives funding for missions, project formulation, and an overview of JPL technical organizations.
9:05 a.m. – 9:40 a.m.	JPL Procurement Panel/ Q& A This panel will feature representatives from JPL Acquisition Division. The panel will discuss JPL's purchasing vehicles, top commodities and off-the shelf purchases, IT procurements, and navigating JPL's purchasing process.

"We Mean Business for Small Business"



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9:40 a.m. – 9:50 a.m.

Break

9:50 a.m. – 10:25 a.m.

Joint Counseling Panel

This panel will feature JPL small and large prime contractors. The discussion will address small and large business teaming and how to best market to a large business.

10:25 a.m. – 11:00 a.m.

JPL Subcontracts 101/Q&A

This discussion will provide an overview of subcontract types, subcontract terms and conditions for commercial items and services, approved accounting system, and invoicing and billing.

11:00 a.m. – Noon

Networking

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